

Engineering Communication Program, Applied Science and Engineering
University of Toronto

REGULAR JOB POSTING – WRITING INSTRUCTOR for 2008-2009

The Engineering Communication Program will hire up to five (5) Writing Centre Instructors to work in the Engineering Communication Centre. Writing Instructors tutor students one-to-one on both written documents and oral presentation skills, in all disciplines of engineering and in student electives. Major responsibilities include helping students develop argument, organization and style, and learn to use sources and language correctly. They also work within engineering courses leading tutorials and small group seminars, or meeting with students working on specific projects.

Each position will amount to approximately 140 hours between September 1, 2008 and April 30, 2009 with exact amounts worked out in agreement based on course and student needs. The salary for the positions is \$40.00 per hour (plus 4 % vacation pay) for Writing Instructor 1 and \$43.00 per hour (plus 4% vacation pay) for Writing Instructor 2.

Qualifications: Candidates must have at least a Master's degree in a relevant field (Engineering, Communication, Drama, Philosophy of Science and Technology, Rhetoric, English, Education, or Linguistics) and experience with engineering communication. Experience tutoring is also an asset. Experience working with a diverse group of students and training and experience in second-language instruction at the university level would be an asset. Candidates should be able to demonstrate a commitment to teaching communication.

To apply, please send an application letter, a Unit 3 application form (available online at <http://www.hrandequity.utoronto.ca/forms.htm>), curriculum vitae including the names of three referees, and a short writing sample to:

Dr. Robert Irish, Director
Engineering Communication Program
Applied Science and Engineering
University of Toronto
35 St. George St. EA 201
Toronto, Ontario M5S 1A4
r.irish@utoronto.ca

Electronic applications are strongly preferred.

Date of Posting: April 17, 2008

Application Deadline: May 16, 2008

This job is posted in accordance with the CUPE 3902 Unit 3 Collective Agreement.

Note: Graduate students at the University of Toronto are members of CUPE 3902 Unit 1 and are not eligible to enter the pool for Unit 3 positions. Preference in hiring is given to qualified individuals who have been advanced to the rank of Writing Instructor II by the Engineering Communication Program.